

MAHATMA GANDHI UNIVERSITY
UNIVERSITY LIBRARY
Priyadarshini Hills, Kottayam. Kerala-686560
Ph.0481-2731018 Email:library@mgu.ac.in

No:289/ MGUL/Furniture/Admn./2021

Dated: 15.02.2021

QUOTATION NOTICE

(Ref: Minutes of the Meeting of the University Purchase Committee (UPC)
Meeting Held at 11.30 a.m on 22nd October 2020)


Sealed quotations are invited for the urgent supply of Furniture as per the undersaid specifications for the Mahatma Gandhi University Library, Kottayam.

Sl.No	Item Description	Quantity
	Furniture	
1	Computer Chair- Height adjustable and revolving chair	03
2	Computer Chair- (Normal) – Revolving armed chair with metal frame and cushioned seat back	01

The envelope containing the quotation should bear the superscription "Furniture for MGUL" and should be addressed to the **Librarian (University), M.G. University Library, P.D Hills, Kottayam-686 560**. Last date for receipt of quotation is 01.03.2021 at 2 P.M. Belated quotation will not be accepted. The quotations will be opened at 3.00 P.M on the same day in the presence of the bidders or their authorized representatives. The details of quotation are available in the **University Official Website.(www.mgu.ac.in)**

Terms and Conditions:

1. The cost of the item should include all taxes, packing, transportation, loading and unloading charges.
2. Payment will be made only after the satisfactory supply of the item.
3. The item should be supplied in good condition.
4. Quotation should be valid for a minimum period of 30 days.
5. The undersigned reserves the right to reject any quotation without assigning any reason thereon.


Deputy Librarian (i/c)

